

**AREPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

33

May 20, 2003

FROM: EMIL A. MARZULLO, Director
Special Districts Department

**SUBJECT: AGREEMENT TO PURCHASE AND INSTALL A NEW 30 KILOWATT
EMERGENCY GENERATOR FOR WRIGHTWOOD COMMUNITY
CENTER - COUNTY SERVICE AREA 56 (WRIGHTWOOD)**

RECOMMENDATION: Acting as the governing body of County Service Area 56 (Wrightwood):

1. Approve Agreement No. 03-_____ with Suburban Electric from San Bernardino in the amount of \$24,120 to purchase and install one 30 kilowatt (KW) emergency stand-by generator for the Wrightwood Community Center in the unincorporated area of Wrightwood.
2. Approve the following Fiscal Year 2002/03 budgetary revenue and appropriation changes (4/5 vote required):

<u>Description</u>	<u>Accounting Code</u>	<u>Amount</u>
Increase Operating Transfer In	CMR 380 9975	\$5,000
Increase Structures and Improvements	CMR-380-4030	\$5,000

BACKGROUND INFORMATION: County Service Area 56 (CSA 56) maintains and operates a community center in Wrightwood. This facility is the dedicated location for emergency operations in the event of a local emergency. The District applied for and was awarded \$25,000 through the Community Development Block Grant Program (CDBG) to replace the existing emergency stand by generator. Currently the district has a 10 KW emergency generator that is inoperable, and the new generator will replace the existing one.

On January 31, 2003, approval was received from ECD to proceed with the replacement of the generator. On March 14, 2003, the District solicited bids to accomplish the removal of the existing non-functional 10KW generator, the purchase and installation of a new 30 KW emergency generator.

On April 10, 2003, the Special Districts Department received three bids from the following companies:

Suburban Electric, San Bernardino	\$24,120
Rymax Electric, Upland	\$26,925
Shanks Electric, Helendale	\$28,036

Record of Action of the Board of Supervisors

33

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GENERATOR FOR WRIGHTWOOD COMMUNITY CENTER - COUNTY SERVICE
AREA 56 (WRIGHTWOOD)**

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Page 2 of 2

33

Staff therefore deems Suburban electric as the lowest responsible bidder and recommends contract award for \$24,120 to remove and replace the generator.

Approval of recommendation No. 1 will authorize Suburban Electric to purchase and install one 30 KW emergency stand-by generator at the CSA 56 Community Center in Wrightwood.

Approval of recommendation No. 2 will appropriate an additional \$5,000 to the districts' Capital Improvement Project budget to fully pay for this project.

REVIEW BY OTHERS: This action has been reviewed by County Counsel (Jean-René Basle) on May 6, 2003, and by the County Administrative Office (Wayne Thies, Administrative Analyst) on May 9, 2003, and ECD (Norm Buckner, Staff Analyst) on May 6, 2003.

FINANCIAL IMPACT: The entire project is funded by Community Development Block Grant Funds (CDBG). Currently the district has appropriation authority in its Capital Improvement Project Budget (CMR-380) in the amount of \$25,000, and ECD is the funding source. Recommendation No. 2 will increase the construction project appropriation authority by \$5,000 which is also funded by an increase from ECD. The increase to \$30,000 will pay for all construction and administrative costs associated with this project.

COST REDUCTION REVIEW: The County Administrative Office has reviewed this agenda item and concurs with the department's proposal and recommends this action based on the welfare and safety of the citizens in the Wrightwood area. The expenditure for the generator facility will be funded from the District's Capital Improvement Projects budget, and has no impact on the General Fund.

SUPERVISORIAL DISTRICT(S): First

PRESENTER: Emil A. Marzullo 387-5940

22